

Posted: 9/19/19

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT
Hudson, New Hampshire
September 23, 2019
Hills Memorial Library – 18 Library Street

6:30 pm Regular Meeting
followed by Non-public Session

AGENDA

- A. Call to Order:** Chairman Malcolm Price will call the meeting to order.
- Pledge of Allegiance
- B. Public Input** 6:30-6:40
- C. Presentations to the Board**
- D. Requests of the Board**
- E. Old Business**
1. Board-Preferred Alvirne Renovation Option (LR): Attachment # 1 6:40-7:10
 2. Policy IHBH Extended Learning Opportunities (2nd reading, MW): Attachment # 2 7:10-7:15
- F. New Business**
1. Budget Transfer SB #20-03 (KB): Attachment # 3 7:15-7:20
 2. Extracurricular Nominations (LR): Attachments # 4, 5 7:20-7:25
 3. Donation Acceptance (KB): Attachment # 6 7:25-7:30
 4. Policies (1st reading, MW): Attachment # 7 7:30-7:35
 - a) BAAA School Board Policies & Administrative Procedures
 - b) BB School Board Legal Status
 - c) BBA School Board Powers and Duties
 - d) BBAA School Board Member Authority
 - e) BBAB Roles and Duties of the Board Chairperson
 - f) BBB School Board Elections
 - g) BBBC Board Member or District Officer Resignation
 - h) BBBB Board Member Removal from Office
 - i) BBBE Unexpired Term Fulfillment
 - j) BBBF Student Members of the School Board

Posted: 9/19/19

At: All Hudson schools, SAU building, district website

- G. Recommended Action** 7:35-7:40
1. Manifests – Recommended action: Make necessary corrections and sign.
 2. Minutes – Recommended action: Review and approve.
 - a) 09.09.19 Draft Minutes (LR): Attachment # 8

- H. District Administration Reports** 7:40-7:50

- I. Legislative Updates (LR)**

- J. Committee Reports**
1. Strategic Plan Update (LR) 7:50-8:00

- K. Correspondence**

- L. Board Member Comments** 8:00-8:10

- M. Upcoming Meetings**

Meeting	Date	Time	Location	Purpose
School Board	10.07.19	6:30 pm	Hills Memorial Library	Regular Meeting
Policy Committee	10.10.19	4:00 pm	SAU Building	Regular Meeting
School Board	10.21.19	6:30 pm	Hills Memorial Library	Regular Meeting

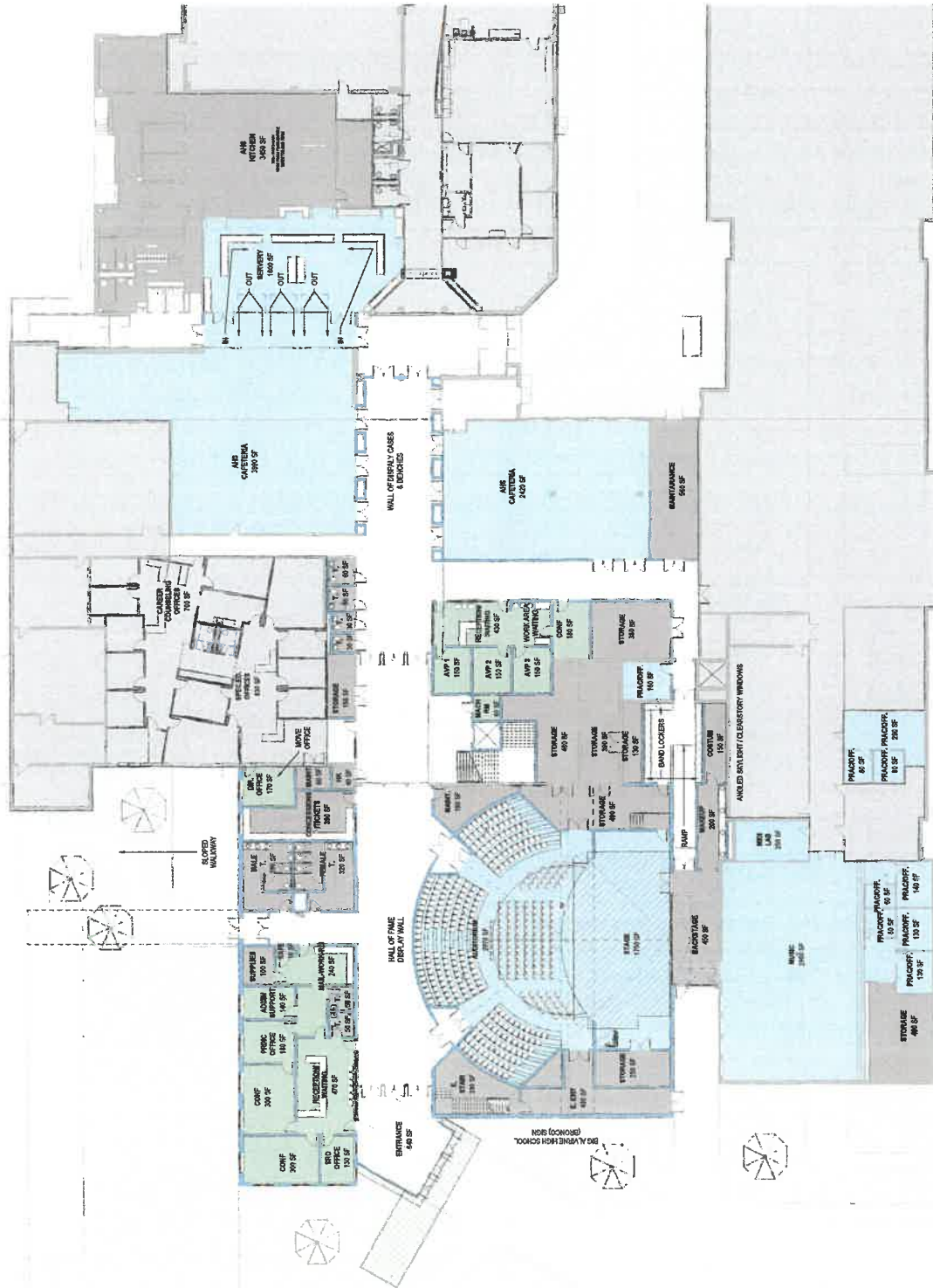
- N. Non-Public Session**
1. Staff Matters: Non-public Attachments # 9 thru 14

RSA 91-A:3 II provides certain conditions under which the School Board MAY enter into non-public session.

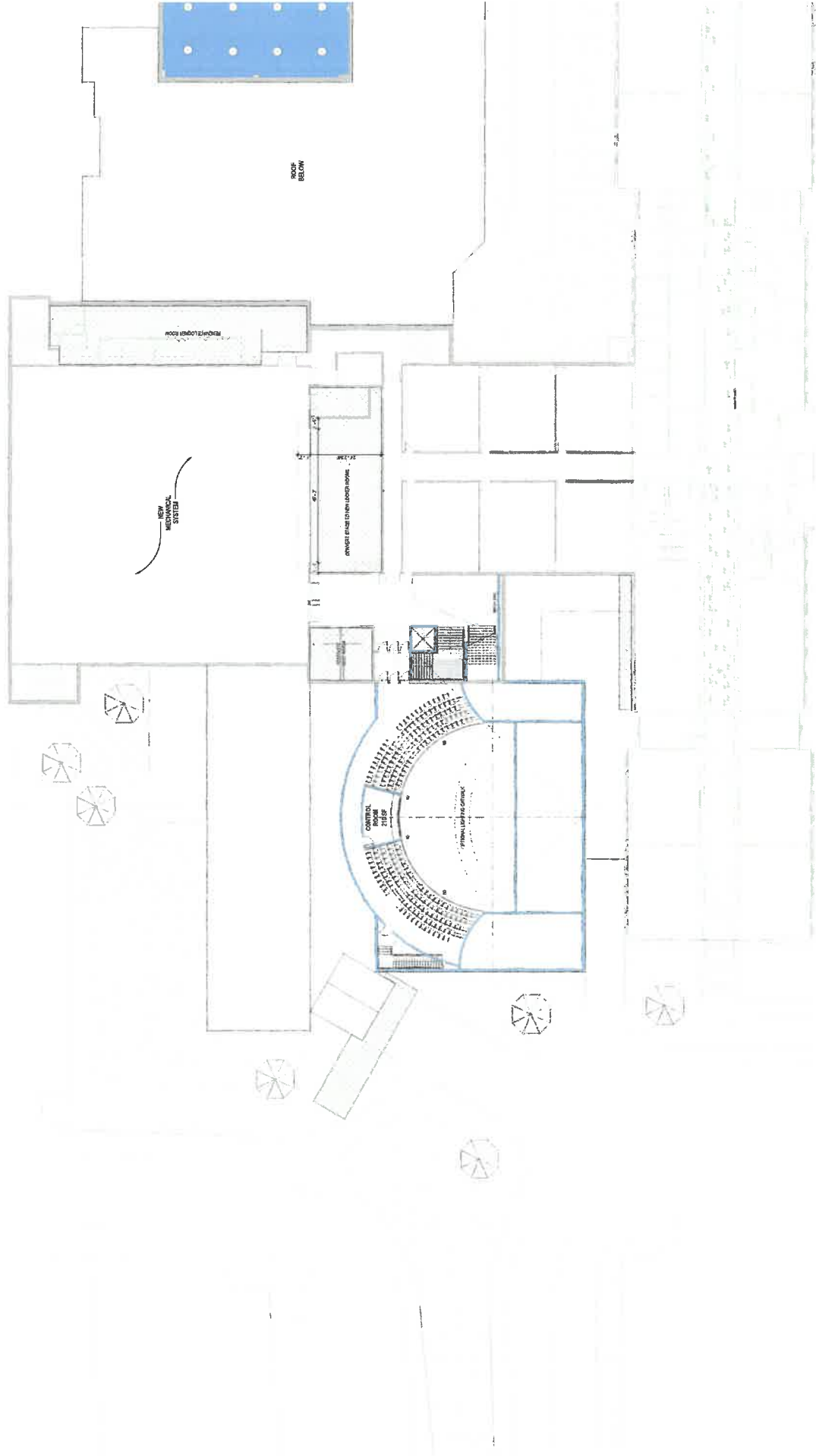
These conditions are:

- (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- (b) The hiring of any person as a public employee.*
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*
- (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.*

- O. Adjourn**



DR. ALVIRNE HIGH SCHOOL



ALVIRNE HIGH SCHOOL 2020 - OPTION C2-A
 HUDSON SCHOOL DISTRICT

OVERALL 2ND FLOOR

SCALE: 1/150



09.18.2019

LAVALLEE BRENSINGER ARCHITECTS

HUDSON SCHOOL DISTRICT

POLICY CODE: IHBH Extended Learning Opportunities	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 3

Category R

See also IHBI, IKF, IMBA, and IMBC

Purpose

The Board encourages students to pursue extended learning opportunities (ELO) as a means of acquiring knowledge and skills through instruction or study that is outside the traditional classroom methodology. Extended learning opportunities may include, but are not limited to, independent study, private instruction, performing groups, internships, community service, apprenticeships, online courses/distance education, or other opportunities approved by the Superintendent or his/her designee, in conjunction with Board policies.

The purpose of extended learning opportunities is to provide educational experiences that are meaningful and relevant, and that provide students with opportunities to explore and achieve at high levels. In order to maximize student achievement and meet diverse pathways for learning, this policy permits students to employ extended learning opportunities that are stimulating and intellectually challenging, and that enable students to fulfill or exceed the expectations set forth by State minimum standards and applicable Board policies.

Extended learning opportunities may be taken for credit or may be taken to supplement regular academic courses. Extended learning opportunities may also be used to fulfill prerequisite requirements for advanced classes. If the extended learning opportunity is taken for credit, the provisions of *Policy IMBC, Alternative Credit Options*, will apply. The granting of credit shall be based on a student's mastery of course competencies, as defined by *Policies ILBA, Assessment of Educational Programs* and *ILBAA, High School Competency Assessments*. Experienced educators certified in the content area must authorize the granting of credit for learning within that content area accomplished through extended learning opportunities.

Roles and Responsibilities

All programs of study must meet or exceed the proficiencies and skills identified by the New Hampshire State Board of Education, applicable rules and regulations of the Department of Education, and all applicable Board policies. All programs of study proposed through this program shall have specific instructional objectives aligned with the State minimum standards and District curriculum standards. All extended learning opportunities will comply with applicable laws and regulations, including child labor laws and regulations governing occupational safety.

Students wishing to pursue programs of study under these guidelines must first present their proposal to the school's ELO coordinator(s) for approval. The name and contact information for the school's ELO coordinator(s) will be found in the Student/Parent Handbook or by contacting the Principal's office or the Guidance Department. The designated ELO coordinator will assist students in preparing the application form and other necessary paperwork.

The Principal will have primary responsibility and authority for ensuring the implementation of extended learning opportunities and all aspects of such programs. The Principal will determine who will be responsible for approving student eligibility and such approval will include a consideration of the overall benefits, costs, advantages and disadvantages to both the student and the district.

The Principal will review and determine credits that will be awarded for extended learning opportunities toward the attainment of a high school diploma. Parents/guardians and/or students may appeal decisions rendered by the Principal within the provisions below (see Appeal Process).

Students approved for an extended learning opportunity must have parental/guardian permission to participate in such a program. Such permission will be granted through a Memorandum of Understanding for Educational Services signed by the parent/legal guardian and returned to the district before beginning the program.

All extended learning opportunities not initiated and designed by the district shall be the financial responsibility of the student or his/her parent/legal guardian. Students electing independent study, college coursework, internships, or other extended learning opportunities that are held off the high school campus will be responsible for providing their own transportation to and from the off-campus site. However, the District may provide transportation if feasible.

Students who have a financial or transportation need that would prevent such participation, may request school assistance through their School Counselor. Such requests may be granted if district resources are available and at the discretion of the Superintendent. The Principal or School Counselor will assist students in seeking alternative means of financial or transportation assistance if so needed.

Students approved for off-campus extended learning opportunities are responsible for their personal safety and well-being. Extended learning opportunities at off-campus sites will require a signed agreement among the school, the student, and a designated agent of the third-party host. The agreement should specify the roles and responsibilities of each party.

Application Process

1. The application is to be completed by the student/parent/guardian seeking approval for the extended learning opportunity.
2. The application should be completed and submitted at least thirty (30) days prior to the beginning of the proposed program. However, the Board recognizes that short-term notice opportunities may present themselves to students from time to time. As such, the Principal may grant waivers to the thirty (30) day submission requirement at his/her discretion, provided all other application criteria are satisfied. Such waivers will be granted on a case-by-case basis. All required information must be attached to the application and submitted to the student's Guidance Counselor.
3. The application will be reviewed by appropriate District staff and administration and a decision will be made within ten (10) days of receipt of the application. The student will be notified in writing of the status of the application. If additional information is requested, the information must be submitted within one week of receipt of the request.
4. It is the student's responsibility to maintain academic standing and enrollment in the approved program. Any failure to complete an approved program may jeopardize the student's ability to earn credit for the course. The student and parent/guardian recognize that in the event the student withdraws from an approved program, the District cannot guarantee placement in an equivalent District-offered course.
5. The District reserves the right to determine the number of credits to be awarded. The course name and actual grade earned will be noted on the student's official transcript.

Evaluation Criteria

The Principal or designee will evaluate all applications. At a minimum, all applications must meet the following criteria:

- Provides for administration and supervision of the program
- Provides that certified school personnel oversee and monitor the program

- Requirement that each extended learning opportunity meets rigorous standards, including the minimum standards established by the State Board of Education and all other applicable District standards

Appeal Process

A student whose application has been denied may request a meeting with the Principal. The Principal will provide the student with rationale as to why the proposal was denied. Students may resubmit alternate proposals for consideration if such proposals are made within the timelines established by this policy. If the Principal rejects the resubmitted proposal, the student may appeal to the Superintendent. All decisions made by the Superintendent shall be final.

Program Integrity

In order to insure the integrity of the learning experience approved under this program, the student will be required periodically or upon demand to provide evidence of progress and attendance. The Principal or designee will be responsible for certifying course completion and the award of credits consistent with the District's policies on graduation.

If a student is unable to complete the extended learning opportunity for valid reasons, the Principal, Principal's designee, or assigned experienced educator will evaluate the experience completed to date and make a determination for the award of partial credit or recommend an alternative experience.

If a student ceases to attend or is unable to complete the extended learning opportunity for insufficient reason (lack of effort, failure to follow through, indecision, etc.), the Principal may determine that the student's transcript be adjusted to reflect the experience as a failure.

In order to certify completion of co-curricular programs and activities based upon specific instructional objectives aligned to the standards, the school will develop appropriate mechanisms to document student progress and program completion on student personnel records.

Students transferring from other schools who request acceptance of course credits awarded through similar extended learning opportunity programs shall have their transcripts evaluated by the Guidance Counselor and Principal.

It shall be incumbent upon the students or his/her parent/legal guardian to request that copies of the student's official transcript be sent from the former school.

1st reading: 9/9/2019

2nd reading: 9/23/2019

Legal References:

NH Code of Administrative Rules, Section Ed 306.04(a)(13), Extended Learning Opportunities

NH Code of Administrative Rules, Section Ed 306.26(f), Extended Learning Opportunities – Middle School

NH Code of Administrative Rules, Section Ed 306.27(b)(4), Extended Learning Opportunities – High School

Appendix IHBH-R

HUDSON SCHOOL DISTRICT
SAU # 81
20 Library Street
Hudson, NH 03051-4240
phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
(603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
(603) 886-1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
(603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
(603) 886-1258
kburnell@sau81.org

TO: Hudson School Board
FROM: Mary Wilson
DATE: September 18, 2019
RE: Budget Transfer SB # *20-03*

Request a transfer for \$15,100.00 from Professional Development 10002213320 to 10002840650 for PowerSchool Performance Matters Analytics, Implementation and Training. This is an add-on package to PowerSchool. "PowerSchool Performance Matters provides quick insights into student performance based on specific standards. It helps teachers and administrators drill down into what's happening at the student or classroom level, so educators can easily review performance and differentiate instruction before students fall behind,"

https://www.google.com/search?q=powerschool+performance+matters+analytics&rlz=1C1GCEA_enUS847US847&oq=powerschool+performance+matters&aqs=chrome.1.69i57j0l2.16395j0j7&sourceid=chrome&ie=UTF-8.

Thank you for your support of the Hudson School District.

Respectfully,



Mary E. Wilson
Assistant Superintendent for Curriculum and Instruction



PowerSchool Group LLC
 150 Parkshore Dr, Folsom, CA 95630
 Quote #: Q-250499-2

Quote Expiration Date: 11/8/2019

Prepared By: John-Paul Ramin

Customer Contact: Kyle Hancock

Customer Name: Hudson School District - School
 Administrative Unit 81

Title: Director of Information Technology

Enrollment: 3,400

Address: 20 Library St

of Schools: 6.00

City: Hudson

Contract Term: 36 Months

State/Province: New Hampshire

Start Date: 9/9/2019

Zip Code: 03051

End Date: 9/8/2022

Phone #: (603) 883-7765

Product Description	Quantity	Unit	Unit Price	Extended Price
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License and Subscription Fees

PowerSchool Performance Matters Analytics	3,400.00	Students	USD 2.13	USD 7,225.00
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License and Subscription Totals: **USD 7,225.00**

Professional Services and Setup Fees

PowerSchool Performance Matters Analytics Implementation	3,400.00	Students	USD 1.26	USD 4,275.00
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PowerSchool Performance Matters Keys to Ownership	10.00	Hours	USD 210.00	USD 2,100.00
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Professional Services and Setup Fee Totals: **USD 6,375.00**

Training Services

PowerSchool Performance Matters Training Remote	1.00	Day	USD 1,500.00	USD 1,500.00
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Training Services Total: **USD 1,500.00**

Quote Total

Total Discount:	USD 1,275.00
Year One Total:	USD 15,100.00

Annual Ongoing Fees

PowerSchool Performance Matters Analytics	3,400.00	Students	USD 2.13	USD 7,225.00
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Annual Ongoing Fees Total: **USD 7,225.00**

Fees for subsequent years within the term bound by the Start Date and End Date detailed on this quote will be equal to the 'Annual Ongoing Fees' amount uplifted by 3.0% in each following year.

On-Going PowerSchool Subscription/Maintenance & Support Fees are invoiced at then current rates & enrollment per terms of the Licensed Product and Services Agreement, which may be subject to an annual increase after the first year for non-multi-year contracts and/or enrollment increases.

Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order.

In the event that this quote includes promotional pricing, such promotional pricing may not be valid for the entire period stated on this quote.

All invoices shall be paid within thirty (30) days of the date of invoice.

All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and shall not impact the terms or conditions reflected in this quote and the applicable PowerSchool Licensed Product and Services Agreement.

This quote is subject to and incorporates the terms and conditions of the PowerSchool Licensed Product and Services Agreement found at <https://www.powerschool.com/customer-contract-terms-and-conditions-us-6-2-17/>

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Hudson School District - School Administrative Unit 81

Signature:



Signature: _____

Printed Name: Gregg Clevenger

Printed Name: _____

Title: Chief Financial Officer

Title: _____

Date: 9-9-2019

Date: _____

School Board - 1st Reading _____ (Date)	Under \$5,000	#
School Board - 2nd Reading _____ (Date)	Over \$5,000	SB# <u>20-03</u>

**HUDSON SCHOOL DISTRICT
BUDGET TRANSFER FORM**

This form should be used any time that you are making a request for purchase that will cause a budget line to be over expended. For such a purchase to be approved, you must show the purpose of purchase, the amount you expect to spend, and in what other sections of your budget you propose to find the funds to pay for the purchase. No purchase that requires a budget transfer will be made without approval from the Business Office.

School: District Wide Date: 9/19/2019

Purpose: Implement Performance Matters Analytics

SOURCES OF FUNDS

Org/Object	Description	Current Available	Amount Reduced	New Balance
10002213-320	Professional Devlopment	81,326.00	15,100.00	66226.00
				0.00
				0.00
				4415
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
		Total Reduced	15100.00	

USES OF FUNDS

Org/Object	Description	Current Available	Amount Added	New Balance
1002840-650	Software	29136	15100.00	44,236.00
				0.00
				0.00
				0.00
				0.00
				0.00
		Total Added	15100.00	

Approved: _____
Principal/Supervisor

_____ Finance Director

Karen Bunnell
Business Administrator

Purchases over \$1,500: _____
Superintendent of Schools

Purchases over \$5,000: _____
Hudson School Board

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rborge@sau81.org

Karen Burnell
Business Administrator
(603) 886-1258
kburnell@sau81.org

MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Year-Round Extracurricular Nominations
DATE: September 13, 2019

The following nominations have been submitted for the 2019-2020 school year:

Alvirne High School:

Freshman Class Advisor	Brian Taylor	\$950
Sophomore Class Advisor	Bryan Medeiros	\$950
Yoga Club	Jessica Paepflow	\$500
Student Celebration Club	Maria Oakley	\$500

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MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Year-Round Extracurricular Nomination
DATE: September 13, 2019

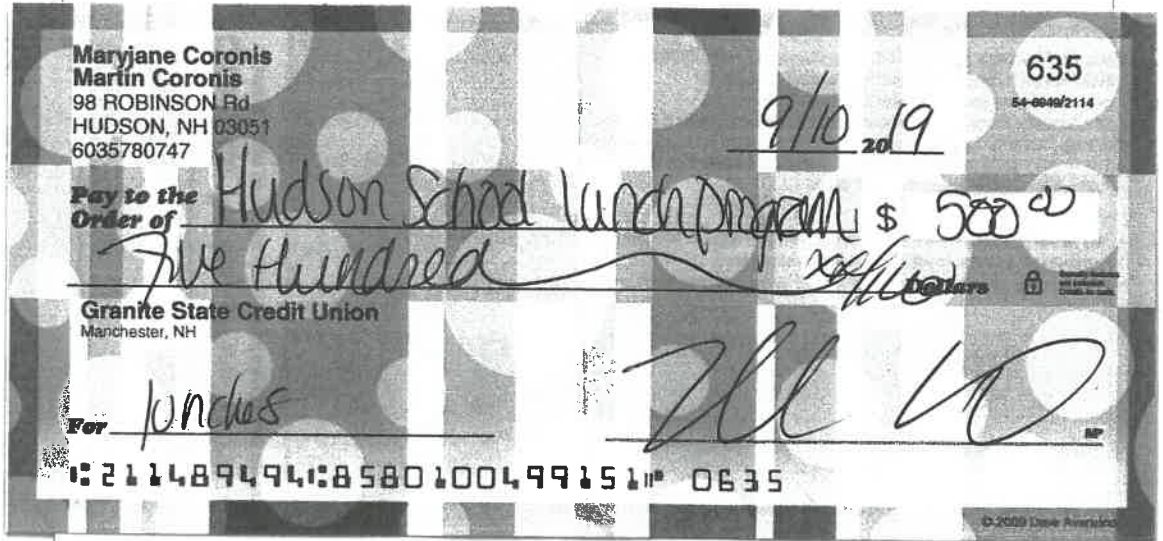
The following nomination has been submitted for the 2019-2020 school year:

Nottingham West Elementary:

Chorus Kirsten Mohring \$2,000

Hills Garrison School:

Chorus Lisa Hansen \$2,000
Ski Club Christine Kingsley \$950
Battle of the Books Mary Levesque \$500
Band Kirsten Mohring \$2,000



Hudson School lunch program -

It seems you have always allocated my donation appropriately, so please use this check to help students with their food security needs as you see fit.

If I can be of any other assistance in ending hunger in Hudson, please feel free to reach out to me.

Maryjane Coronis

HUDSON SCHOOL DISTRICT

Section B

Code/Title	Category	Detail	Page
BAAA School Board Policies & Administrative Procedures	R	new	1
BB School Board Legal Status	O	replacing outdated policy	3
BBA School Board Powers and Duties	R	new	4
BBAA School Board Member Authority	R	new	5
BBAB Roles and Duties of the Board Chairperson	O	new	6
BBB School Board Elections	O	new	7
BBBC Board Member or District Officer Resignation	O	new	8
BBBD Board Member Removal from Office	O	new	9
BBBE Unexpired Term Fulfillment	O	new	10
BBBF Student Members of the School Board	O	new	11

HUDSON SCHOOL DISTRICT

POLICY CODE: BAAA School Board Policies & Administrative Duties	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 2

Category R

GENERALLY

The policies of the Board are intended to establish the general and overall rules within which day-to-day operations of the School District are to be governed. Procedures for carrying out and implementing the broad policies of the Board on a day-to-day basis are to be fashioned and adopted by the administration, under the direction of the Superintendent. As applicable, members of the District community are expected to comply with both Board policy and administrative procedures, subject to the limitations and exceptions set forth herein. However, the failure of the Board or the Administration to comply with policy shall not invalidate any lawful action taken.

CONTENTS OF BOARD POLICY AND ADMINISTRATIVE PROCEDURE

The policies of the Board shall be composed of (1) the policies contained in this Policy Manual; (2) the contents of administrative job descriptions adopted by the Board; (3) all formal Student Handbooks; and (4) all formal Employee Handbooks.

Administrative procedure is not part of Board policy and may be altered by the administration without Board action. Administrative procedure, however, may not conflict with Board policy.

LIMITATIONS OF POLICY

Neither the policies of the Board nor the procedures of the administration are intended, nor shall they be construed, to supersede or preempt any applicable laws, whether constitutional, statutory, regulatory, or common in origin. Consequently, all Board policies and administrative procedures shall be given both an interpretation and application which is lawful. The Board shall have the final interpretation of its policies and the administration shall have the final interpretation of its procedures.

As the Board policies and administrative procedures are limited by legal constraints, so too are the rights of those to whom the Board policies and administrative procedures apply. Neither the policies of the Board nor the procedures of the administration are intended to expand the rights of individuals beyond those established by law or to give to any individual a cause of action not independently established in law. Enforcement of Board policy shall rest exclusively with the Board, and enforcement of administrative procedures shall rest exclusively with the administration.

Board policy and administrative procedure shall not preempt, create, supplant, expand or restrict the rights or liabilities of students, employee, taxpayers, or others within the School District beyond those that are established in law and are not intended to restrict or limit students,

employees, or other members of the School District community from pursuing any claims or defenses available under law.

Exceptions

Exceptions to any policy or the application of any policy may be made if requested or recommended in accordance with the following procedures:

- a. Any person may request an exception to any Board policy or the application of same by submitting a letter to the Superintendent. The request shall identify: (1) the name, address and telephone number of the person making the request; (2) the policy for which the exception is being requested; (3) the action that the requesting individual desires, and (4) the rationale supporting the need for an exception.
- b. The Superintendent or his/her designee shall conduct a sufficient investigation of any request for an exception so as to be able to formulate a recommendation for the Board. Among the factors to be evaluated are the relevant facts related to the request, the rationale of both the policy and the request for the exception; and the disposition of prior requests for exceptions to the same or similar policies.
- c. Following the Superintendent's investigation, the Superintendent may place the request for exception on the agenda and shall report to the Board the circumstances surrounding the request and his/her recommended disposition. The person requesting the exception shall be notified in advance of this agenda item and shall be given a reasonable opportunity to address the Board before the Board determines whether to grant the request for an exception.
- d. The Board shall have final and exclusive authority to determine whether to grant any request for an exception and shall be the sole judge of whether the rationale for the exception is sufficient, taking into consideration the recommendation of the Superintendent. Moreover, the granting of exceptions in the same or similar cases shall not constitute binding precedent or practice inasmuch as the prior grant of an exception may establish that the granting of an exception is ill-advised.
- e. Exceptions to administrative procedure shall be made in accordance with the procedures established by the Superintendent.

HUDSON SCHOOL DISTRICT

POLICY CODE: BB School Board Legal Status	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision]
	Page 1 of 1

Category: Optional

State law provides that public schools will be operated and maintained by local School Boards. As agents of the state, School Boards are required to implement state laws pertaining to public education and to carry out the rules of the State Board of Education.

The Board is an agent of the State and derives its authority from the New Hampshire Constitution, New Hampshire Statutes, and Rules of the State Board of Education.

Further, the School Board shall be responsible for establishing the structure, accountability, advocacy, and delivery of instruction in each school operated and governed in its district, consistent with applicable law.

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 194:1-3, School Districts: General Powers and Duties

RSA 186:5, State Board of Education Powers

RSA 197:1, General Powers and Duties of School Districts

N.H. Code of Administrative Rules-Section Ed. 303, Duties of School Boards

Revised: September 2011

Revised: July 1998, November 1999

HUDSON SCHOOL DISTRICT

POLICY CODE: BBA School Board Powers and Duties

FIRST ADOPTION: [Policy Adopted Date]

RELATED POLICIES: [Related Policy Codes]

LATEST REVISION: [Latest Revision]

Page 1 of 1

Category R

This School Board shall exercise all the powers and duties prescribed to them by applicable state and federal laws, and rules of the New Hampshire State Board of Education.

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 195:5, Cooperative School Districts: School Board Powers and Duties

N.H. Code of Administrative Rules-Section Ed. 303.01, Duties of School Board

Appendix BBA-R

Revised: May 2007

Revised: February 2006

HUDSON SCHOOL DISTRICT

POLICY CODE: BAA School Board Member Authority	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Recommended

The authority of individual Board members is limited to participating in actions taken by the Board as a whole when legally in session. Board members shall not assume responsibilities of administrators or other staff members. The Board or staff shall not be bound in any way by any action taken or statement made by any individual Board member except when such statement or action is pursuant to specific instructions and official action taken by the Board.

Each Board member shall review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item. Each agenda will provide an opportunity for Board members to comment on District activities and/or educational issues. These comments may become topics for future Board discussions.

Board members may occasionally serve on committees or organizations for the purpose of reciprocal communication and reporting back to the Board. Committee assignments will be made by the Chairperson with Board approval.

Each member is obligated to attend Board meetings regularly. Whenever possible, each Board member shall give advance notice to the Chairperson or Superintendent of his/her inability to attend a Board meeting.

Legal references:

RSA 91-A:2, Meetings Open to Public

RSA 91-A:2-a, Communication Outside Meetings

N.H. Code of Administrative Rules-Section Ed. 303.01, Substantive Duties of School Boards

Appendix: BBA-R

Revised: April 2011

Revised: July 1998, November 1999, February 2004

HUDSON SCHOOL DISTRICT

POLICY CODE: BBAB Roles and Duties of the Board Chairperson

FIRST ADOPTION: [Policy Adopted Date]

RELATED POLICIES: [Related Policy Codes]

LATEST REVISION: [Latest Revision]

Page 1 of 1

Category: Optional

Duties of the Chairperson

The Chairperson shall preside at all meetings of the Board and shall perform other duties as directed by law, New Hampshire Department of Education rules, and by this Board. In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent in the planning of the Board meeting agendas;
3. Confer with the Superintendent on crucial matters that may occur between Board meetings;
4. Appoint members to serve on specific committees, subject to full Board approval;
5. Call emergency meetings of the Board as necessary;
6. Be the public spokesperson for the Board at all times except as this responsibility is specifically delegated to others; and
7. Preside at and be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Put motions to a vote and announce the vote result.

The Chairperson shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chairperson

In the absence of the Chair, the Vice-Chair shall perform all the duties of the Chair.

New Sample Policy: April 2011

HUDSON SCHOOL DISTRICT

POLICY CODE: BBB School Board
Elections

FIRST ADOPTION: [Policy Adopted Date]

RELATED POLICIES: [Related Policy Codes]

LATEST REVISION: [Latest Revision]

Page 1 of 1

Category: Optional

The School Board shall consist of an odd number of members elected by the qualified voters of the District at the annual District elections held in March.

The term of office of each member of the School Board shall be for a period of three (3) years.

The Board may choose to add one or more non-voting student member from a high school in the District to the Board, in accordance with the provisions of Policy BBBF.

Legal References:

RSA 189:1-c, School Board Student Member

RSA 194:23-f, High School Student as a Board Member

RSA 195:19-a, Composition of Cooperative School Boards

RSA 195:19-b, Reapportionment

RSA 671:4, School District Elections: Board

RSA 671:22, School District Election at Town Meeting

Revised: September 2009

Revised: February 2004

Revised: July 1998, November 1999

HUDSON SCHOOL DISTRICT

POLICY CODE: BBBC Board Member or District Officer Resignation	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category O

Any citizen who files for and seeks election to the Board should do so with full knowledge of and appreciation for the investment in time, effort, and dedication expected of all Board members and that the citizen's intent is to serve a full term of office.

However, if, for reasons of health, change in domicile, or any other compelling reason a member does decide to terminate service, the Board requests earliest possible notification of intent to resign so that the Board may plan appropriately for a replacement. A letter of resignation should be sent to the chairman with a copy to the District clerk.

Vacancies shall be filled in accordance with RSA 197:26 and RSA 671:33.

Legal References:

RSA 197:26, School Meetings & Officers: Vacancies

RSA 671:33, School District Elections: Vacancies

Reviewed: February, 2004

Revised: November, 1999

Revised: July, 1998

HUDSON SCHOOL DISTRICT

POLICY CODE: BBBD Board Member Removal from Office	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision]

Page 1 of 1

Category O

School Board members may only be removed from office as provided in RSA 32:12 and RSA 42:1-a. RSA 32:12 prohibits School Board members from violating the provisions of RSA 32 relating to the expenditures of school district money. RSA 42:1-a prohibits school board members from breaching confidentiality standards. Violations of either of these statutes may result in the board member being removed from office.

Legal Reference:

RSA 32:12, Municipal Budget Law: Penalty

RSA 42:1-a, Oaths of Town Officers: Manner of Dismissal, Breach of Confidentiality

Revised: May 2007

Revised: July 1998, February 2004

HUDSON SCHOOL DISTRICT

POLICY CODE: BBBE Unexpired Term
Fulfillment

FIRST ADOPTION: [Policy Adopted Date]

RELATED POLICIES: [Related Policy Codes]

LATEST REVISION: [Latest Revision]

Page 1 of 1

Category: Optional

Vacancies on the school board will be filled in accordance with the provisions of RSA 197:26. Appointees will serve until the next School District annual meeting.

Legal Reference:

RSA 197:26, School Meetings & Officers: Vacancies
RSA 671:33, School District Elections: Vacancies

Revised: September 2012

Revised: July, 1998, November 1999, February 2004, August 2006

HUDSON SCHOOL DISTRICT

POLICY CODE: BBBF Student Members of the School Board

FIRST ADOPTION: [Policy Adopted Date]

RELATED POLICIES: [Related Policy Codes]

LATEST REVISION: [Latest Revision]
Page 1 of 1

Category: Optional

The Board may choose to add one or more student members from the District high school. Student-members will serve one-year terms. Student-members will not have the right to vote. Student-members will be excluded from all non-public sessions the Board enters.

Student-members will be chosen by a vote of the high school student body, in accordance with the provisions of RSA 194:23-f.

Student-members are expected to:

- (1) Attend all school board meetings;
- (2) Represent all high school students within the District;
- (3) Present to the school board specific proposals and ideas from the high school student body;
- (4) Serve as a liaison between students, District staff, and the Board; and
- (5) Keep the student body informed of Board business and actions;
- (6) Comply with all Board policies relative to students and Board members, when applicable.

The Board reserves the right to discontinue the addition of student-members at any time.

Legal References:

RSA 189:1-c, School Board Student Member

RSA 194:23-f, High School Student as a Board Member

New Policy: September 2009

Hudson School District
Hudson School Board Meeting
DRAFT Minutes

Present:

Mr. Malcolm Price, Board Chair
Dr. Darcy Orellana, Board Vice-Chair
Mr. Gary Gasdia
Ms. Diana LaMothe (*arrived toward end of non-public*)
Ms. Gretchen Whiting
Ms. Kara Roy, Vice-Chairman, Board of Selectmen
Mr. Larry Russell, Superintendent
Ms. Mary Wilson, Assistant Superintendent
Ms. Karen Burnell, Business Administrator
Mr. Jack Gasdia, Student Representative

A. Call to order: Mr. Price called the meeting to order. Mr. Russell led the meeting in the Pledge of Allegiance.

B. Non-Public Session: *Ms. Whiting moved to enter non-public session under RSA 91A:3 c, second by Mr. Gasdia. Roll call vote: Ms. Whiting, aye; Mr. Gasdia, aye; Mr. Price, aye, Dr. Orellana, aye. Motion passes 4-0.*

The board discussed student tuition hardship. *Mr. Gasdia moved to keep down payment of \$200 and waive the rest, second by Ms. Whiting. Motion passes 4-0.*

The board discussed a second student tuition matter. No action taken.

Dr. Orellana moved to exit non-public, second by Mr. Gasdia. Motion passes 4-0-1. Ms. LaMothe abstained.
The board exited non-public at 6:29 pm.

C. Public Hearing: Acceptance of Funds: Ms. Burnell presented to the board a public notice regarding accepting funds from the State of NH Public Infrastructure Fund in the amount of \$69,360. It would be used for impact resistant film on all of the first-floor windows in all of the elementary and middle schools.

Mr. Gasdia moved to accept the funds from the State of NH Public Infrastructure in the amount of \$69,360, second by Ms. LaMothe. Motion passes 5-0.

D. Public Input: No public input this evening.

E. Presentation to the Board: Post-Workshop Presentation, Joyce Coll. Joyce Coll, Human Resource Director. She thanked the board for allowing her to attend the workshop; American Association of School Personnel Administrators held in Baltimore MD at the end of June. It was a 2-day workshop; it was specifically geared towards school personnel. She was the only one from NH to attend the workshop. Joyce is going to move forward with a comprehensive employee handbook that goes above and beyond the contract. She will be starting to branch out to other colleges and universities with our advertising with open positions. Ms. LaMothe thanked Joyce for what she's doing here. The culture we have here is what will keep our teachers here.

F. Old Business:

1. Alvirne Renovations: Mr. Russell spoke about the two information sessions that were set up and held last week. The sessions were held Wednesday and Thursday of last week. Both sessions brought in different crowds each time with different opinions. Also, the sessions were attended

by board members. The sessions were attended by people that are pro-renovations. The consensus was that an auditorium with 450 seats will not be big enough. The info night at AHS, option A was taken off the board. Option B was seen as an improvement but not enough. Most of the support went to option D and C2. The second session had a few people that voted for option A and B and a few voted for option D; but the majority voted for C2. Mr. Russell stressed during the information sessions, that these are not final models, that there could be some tweaking of the plans to make them the best fit for Hudson. Mr. Gasdia asked about the current improvements going on in the existing gym and that 2 practices can occur. Yes, the structure will allow the moving of the baskets to have two practices going on side by side. Ms. Whiting observed that there were discussions on the location of the auditorium. And that should be taken into consideration. Ms. LaMothe shared her observations about where the auditorium would be located as well; there would be clear benefits of having it next to the music room. The drawbacks would be the students would look out a window to a brick wall and it doesn't have the curb appeal. If we keep the auditorium where it is in C2, not next to the music room, then the music room off the auditorium would become an extra space as well. Dr. Orellana believes we need to think about the future needs as well, not just fill an immediate need. Mr. Russell asked Mr. Beals about how it would look/work if the auditorium moved closer to the music room? Mr. Beals stated there would be site modifications; a sidewalk would be located for students to enter the building. Mr. Gasdia asked; What do we need tonight? Do we make a decision about a warrant article, which is about the money? Or do we have another 2 weeks to make that decision? Mr. Russell explained that we need to move in a particular direction if the board agrees on a particular direction. The development of the warrant article can happen during the budget process. If we move forward tonight, does it lock us in? Ms. Burnell stated they are looking for direction from the board so we can send in the architect and then finalize a plan. One warrant article could possibly be two warrant articles. We want the whole thing to pass, but there are some things we cannot risk not passing.

Mr. Gasdia made a motion to move forward with C2 - with additional seating for the auditorium and different spots for the auditorium and also something that shows what the future may look like. Would like to see flexibility with C2. Ms. LaMothe seconded the motion. All approved. Motion passes 5-0.

Mr. Russell presented a request to the board. He presented Policy IHBH-Extended Learning Opportunities Policy. We have a new coordinator for extended learning opportunities, and he would like to have a policy in place. No action needed. Policy IMBC - we do have - it was overlooked in 2018, not sure why it was overlooked.

2. Policies: Ms. Wilson presented the second reading of the following policies to the board. This is 10 of the A policies. Ms. Wilson asked if there were any questions. Mr. Gasdia asked about clarifying the wording of School District Legal Status? That we are a 60% town and thinks we should add our stance on this. Also, he asked about the drug-free policy. It feels like it is written for employees only and doesn't include students and/or parents. He thinks we should include students and parents on that policy, so we have a drug-free place. Ms. Wilson stated there is a policy under J for the students.

- a) AA School District Legal Status. If we make the change: Hudson School District has adopted RSA40:13 which a 60% vote is required in Hudson.

Mr. Gasdia made a motion to accept the policies with the change to AA. Ms. Whiting seconded the motion. All approved. Motion passes 5-0.

- b) ABA Volunteer Involvement

- c) AC Non-discrimination
- d) ACD Commitment to Religious Neutrality
- e) ACE Procedural Safeguards: Non-discrimination on the Basis of Handicap/Disability
- f) AD Philosophy of the School District
- g) ADB/GBEG Drug-free Workplace & Drug-free Schools
- h) ADC/GBED/JICG Tobacco Products Ban, Use and Possession in and on School Facilities and Grounds
- i) ADD/EBB Safe Schools
- j) AE Accountability

G. Requests of the Board:

1. Association for Career and Technical Education (ACTE) Conference Attendance Request: Mr. Russell presented a request from the CTE director at Alvirne and another teacher in the CTE building to attend the annual conference in Anaheim CA, from Dec. 4-7, 2019. All costs would be covered under the Perkins Grant. No additional cost to the district.

Ms. LaMothe approved the motion for CTE Director and a CTE teacher to attend the conference, seconded by Dr. Orellana. No questions. All approved. Motion passes 5-0.

Ms. Wilson hand-carried a request of the board. This request is for two people to attend the 2019 WIDA Annual Conference Teaching for Equity in a Multilingual World. We've been asked for a Promising Practice Person from our Region. Jessica Paeplow would like to attend and nominated Lisa Moreau to attend with her. The conference is in Rhode Island. The State and Title III grant will pay for the conference. It's a 4-day conference. They will come back and present to the board and to the AHS staff.

Mr. Gasdia moved to approve the motion for them to attend the WIDA conference, seconded by Ms. Whiting. All approved. Motion passes 5-0.

H. New Business:

1. 2019-2020 tuition rate: Ms. Burnell requests the tuition rate to be at \$14,800. Information is based on our actual cost per student for the prior year.

Ms. LaMothe made the motion to approve the tuition rate at \$14,800, seconded by Dr. Orellana. All agreed. Motion passes 5-0.

2. Contracted Services Agreements: Mr. Russell presented a contract from Literacy Learning Solutions. They are a current vendor. These services are in student's IEPs. The contract is not to exceed \$29,600.

Contract agreement with Therapy Travelers to cover a medical leave of absence. Occupational therapy is required for some students. 7 hours a day for approximately 30 school days. Not to exceed \$14,700.

Dr. Orellana made the motion to accept the contracted services agreements, seconded by Ms. Whiting. All approved. Motion passes 5-0.

3. Cell phone procedure at AHS. Mr. Beals requested to be added to the agenda. Why has this become a procedure? There are two different viewpoints and the teachers' viewpoint was consulted and that is being commended. Mr. Beals was asked to explain why this procedure was deemed necessary. Mr. Beals agreed with Ms. LaMothe, that there are two sides to every coin. It is the high school's hope to improve the educational climate there. Cell phones are a distraction in the classroom. The two new Assistant Principals in working with another, they collaborated over the summer months to brainstorm on how to improve the educational climate

at Alvirne High School. This was one of a host of other topics they discussed/created. They used the word 'policy' and that was a mistake as they understand that only the School Board can create a policy. They had a meeting with the faculty and decided this was necessary and emailed the letter home to parents the night before school started. The Assistant Principals were trying to be creative when this was put together. This is about getting the students to focus while in class. The feedback from the staff has been very positive. Ms. Whiting heard that some teachers are using the cell phone pouches to take attendance. Mr. Beals has heard that as well, but that was not the original intent of the cell phone holders. By putting the phones in the phone pouch on the wall, we have a liability to replace the phone or repair any phone that may fall and break and that could add up very quickly. What if the phone is left in one class, does it become a distraction that the student may be worried about having left their phone in the prior class? Jack Gasdia thinks most students do not like what has come of this procedure. Why can't they keep it in their pockets? What is the reasoning behind it? The Assistant Principals brainstormed as they wanted to create something consistent. There will be a climate survey coming out in October to measure if this new procedure is successful. Mr. Gasdia states the phone is the center of a student's life and we should teach them how to be responsible with the cell phone. What is our liability if 1 phone a week is broken? Are we prepared to pay for those phones? A lot of students do well at Alvirne, with their phones in their bags. Jack Gasdia thinks this is just another example that when a few students do something wrong, it affects everyone. It is an inconvenience and not all teachers follow this procedure. Mr. Beals thanked the board for their feedback. Assistant Principals will be holding their first advisory meeting. Students are encouraged to attend Wednesday afternoon in Checker's at 2:15. Mr. Beals will take the questions and comments back to Alvirne. Mrs. Lavoie, an English Teacher at Alvirne High School, was in the audience and did speak from her point of view on this new procedure. The responsible and engaged students, you can trust them to do the right thing, but more than a few students can't resist the urge to look at the phone. They are a distraction in the class with their phones even when left in their pockets. When the phone vibrates in the pocket, it does disrupt the learning process. Her freshman class has gotten into the routine of putting them in the pouch as they walk into the classroom. She asked the custodians to use screws to put her cell phone holder to the wall so it wouldn't fall off the wall. The cell phones are a problem in the class. Ms. Lamothe does understand the perspective that more is thrown at the teachers. She appreciates the new procedure.

I. Extracurricular Nominations: Mr. Russell presented the following nominations:

HMS:

Boys' Cross-Country: Jeannine Hines \$1,400

Girls' Cross-Country: Rebecca Leary \$1,400

Ambassador of Hope: Mandi Ratay \$475

Grade 8 Advisors: Christina Boisvert \$687.50 and Susan Piper \$687.50

Swing Choir: Rebecca Crivello \$950

Intramural Dodgeball: Kim Bourassa \$500, Jeannine Hines \$500. Leanne Phaneuf \$500, Meghan Glaude \$500, Aimee Williams \$500, Rebecca Leary \$500

Robotics Club: Tyler Beaudoin \$500

Alvirne High School:

Boys JV Soccer: Erica Foskitt \$1,715 (prorated)

Mr. Gasdia made a motion to approve all the nominations for Extracurricular Nominations. Second by Dr. Orellana. All approved. Motion passes 5-0.

I. Recommended Action:

1. Manifests – Recommended action: Make necessary corrections and sign.

2. Minutes – Recommended action: Review and approve.

a) 08.26.19 Draft Minutes (LR):

Mr. Price abstains from voting on the minutes from the last meeting as he wasn't at the meeting. He did disagree with having a 'rolling' vice-chair. You have to be elected. He objects to that.

Ms. LaMothe did oppose having the forum because of a short timeline. Ms. LaMothe would like to make it clear that she does value public input. She did request public feedback back in May regarding the Alvirne Renovations, but the Strategic Plan wasn't complete.

Ms. LaMothe made a motion to revise the minutes to insert parts of the conversation.

Ms. LaMothe states for the record that she does look for public input. She would like to insert part of her conversation to the minutes. After Mr. Gasdia posed the motion to hold a public forum and Ms. LaMothe stated; is it feasible or realistic to have them at this time? Not a huge turnout at these sessions. Those are the reasons she opposed to having the forums. Discussion ensued around the merits of public input with the Superintendent and board members. Mr. Gasdia wants to clarify that it was the motion you opposed but you welcome public input. The timing of the forums was not ideal.

All approved the minutes with the revision.

Mr. Gasdia made a motion to approve the minutes as amended. Second by Dr. Orellana. All approved. Motion passes 5-0.

J. **Reports to the Board:** Mr. Russell hand-carried and read a request of records according to the Right-to-Know Law. This references the renovations of Alvirne High School. No issue with giving information to anyone who requests it in town. It will be a difficult request to answer to. It would be a very lengthy response. Mr. Russell is asking to work in conjunction with the Selectmen's office and if can it be narrowed down? Kara Roy from the Selectmen's office offered to call Mr. Russell tomorrow to work on narrowing it down. We have 5 days to respond. Dr. Orellana encourages you to engage in the conversation. We are in the process of putting some of these things together.

Declining enrollment this year, we are down 129 students and 31 of them are first graders. With the declining enrollment, we have about 18 in a class, and we do have one teacher who is going out on maternity leave, so we moved the students now instead of in November. We will not be hiring a long-term sub; that teacher does have a roll here until she goes out on maternity leave.

K. **Legislative Updates:**

1. State Budget/Governor Sununu's Letter:

L. **Committee Reports:** Ms. LaMothe attended the budget committee meeting. The annual report will be presented at the next meeting. There is a budgeting workshop that is open to the budget committee members.

M. **Correspondence:**

1. Building Committee Minutes & Agenda: Ms. Burnell stated that the building committee minutes are posted.

2. Financial Report: Audited fund balance is higher than we anticipated.

Hudson School Board
September 9, 2019

Hills Memorial Library
Public Session 6:30 pm

Board of selectmen meeting is tomorrow evening (Tuesday, Sept. 10, 2019). No one from the Hudson School Board will be attending.

October School Board meetings - October 7th and 21st. Make them all budget meetings or add 2 additional meetings between October 8-17.

The following dates will be added to the October School Board meetings: 10th and 15th at 6:30 pm.

N. Board Member Comments:

Jack Gasdia: Congratulated the AHS football team. They won 15-0. The marching band performed very well. One very positive thing, the increased use of technological resources we have. Jack's younger brother at HMS received his laptop and at the HS, they are starting to use Kahn Academy again and other resources like that. All the AP courses now have an app to study from now.

Ms. Whiting: Welcomed everyone back again to the beginning of school. At the MS and HS there are a lot of extracurricular activities to choose from and get involved. Education is the reason you are in school but the extracurricular adds that piece to being an individual that you may not get in the classroom. Girls' and boys' soccer teams have won.

Ms. LaMothe: We keep hearing more stories of the dangers of vaping. Really sad to hear what is happening to these children. I trust the administration that they are getting the messages out that this is a real problem. In the HLN, there is an article bringing the community together at the 9/11 memorial at Benson Park on Wednesday at 6:30 pm. I hope to see a good turnout there.

Mr. Gasdia: Thanked the public for attending the forums last week. It was great to see all the different conversations. I was very energized. The Strategic Plan, going forward make sure we are doing it right. Put it on the agenda for 5 or 10 minutes; did we meet our deadlines? Did we not meet our deadlines? I feel people have the gist of it. Make sure everyone understands that this is the vision. Measuring different things; empowering teachers; climate survey-do they feel empowered? What does that mean to them? Keep it anonymous. The Strategic Plan is to make us better and we should establish a baseline now, so we know if we are getting better.

Ms. Roy: Emails about joint meeting regarding shared costs. On vacation last week so it wasn't on her radar and she apologizes for that.

Dr. Orellana: Welcome back, Mr. Chairman. I appreciate all the community input of those that came out to those two evenings. Appreciate the continued effort of school board to be fiscally conservative. Model the kind of people we want our teachers to be. Treat each other with respect and dignity and ask probing questions that demonstrate that.

Mr. Price: Thanks for the phone calls when I was out. I appreciate it.

O. Mr. Gasdia made a motion to adjourn the public session, second by Dr. Orellana. All in favor. Motion passes 5-0. Meeting adjourned at 8:30 pm.

Respectfully submitted,

Susan Piper (public)
Mary Wilson (non-public)